

City of Van Meter, Iowa
City Council Minutes – 01-12-2015

- 1) The Van Meter City Council met for a regular council meeting on Monday, January 12, 2015 at the Veterans Reception Center. Mayor Allan Adams called the meeting to order at 7:01PM. The following council members were present upon roll call: Bob Lacy, Kim Sacker, Mike Peterson, and Owen Stump. Elizabeth Tweed was absent

Staff present: City Administrator Jake Anderson, City Attorney Erik Fisk, Public Safety Director William Daggett.

- 2) Mayor Adams asked for a motion to approve the agenda. Motioned by Lacy supported by Peterson. Passed unanimously.
- 3) Introductions were made.
- 4) Mayor Adams appointed Bob Lacy Mayor Pro Tem and administered the oath of office.
- 5) Mayor Adams asked staff to present the proposed City Council Operating Guidelines. City Attorney Fisk presented revisions relevant to citizen hearings and the appointment of the City Attorney as parliamentarian. After some discussion, Lacy moved supported by Peterson to approve the City Council Operating Guidelines as presented. Passed unanimously.
- 6) Mayor Adams asked staff to present the proposed City Council Committee/Liaison Assignments. City Administrator Anderson explained that with the exception of designating Bob Lacy as Mayor Pro Tem the committee assignments would remain the same. Moved by Lacy supported by Sacker to approve the City Council Committee/Liaison Assignments as presented. Passed unanimously.
- 7) Mayor Adams opened the citizens hearing. Hearing none Mayor Adams closed the citizens hearing.
- 8) Mayor Adams reviewed the consent agenda, and asked for discussion. City Administrator Anderson noted amendments to the claims list. Mayor Adams asked for a motion to adopt the revised consent agenda which included the following:

- a. Minutes of the December 8, 2014 and December 11, 2014 council meetings.
- b. December Claims list.

VENDOR	REFERENCE	AMOUNT
A D DISTRIBUTING CO	FLAG FOR CITY HALL	\$ 101.00
ACCO	WATER CHEMICALS	\$ 636.90
AG SOURCE LABORATORIES	WATER TESTING	\$ 48.00
AMERICAN LEGION POST 403	FULL BANQUET FARMERS MARKET	\$ 190.00
ARNOLD MOTOR SUPPLY	PARTS FOR BOOM TRUCK	\$ 155.64
BANKERS TRUST	DEBT SERVICE ST/WA	\$ 9,310.00
BOB BROWN CHEVROLET	HANDLE FOR PW CHEVY TRUCK	\$ 53.72
BOBS AUTO PARTS	BOOM TRUCK PART	\$ 13.38
CARPENTER UNIFORM CO	PD - DAGGETT APPARELL	\$ 110.95
CASEY'S GENERAL STORE	PD GAS	\$ 692.26
CENTURY LINK	CITY HALL/BOB FELLER	\$ 583.93
CHRIS POWER	MILEAGE/REIMBURSE FEE	\$ 637.30
COOK'S ILLUSTRATED	SUBSCRIPTION	\$ 19.95
CULLIGAN	AUTOMATIC RENTAL	\$ 21.95

DALLAS CO RECORDER	QUIT CLAIM DEED	\$ 12.00
DALLAS COUNTY NEWS	LEGAL PUBLICATIONS	\$ 177.07
DELTA DENTAL	EMPLOYEE DENTAL INS	\$ 341.80
DENNIS CARTER	WA MAIN BREAK	\$ 200.00
DMACC	EMR EXAM POLLARD POWERS	\$ 250.00
EFTPS	FED/FICA TAX	\$ 2,710.80
EFTPS	FED/FICA TAX	\$ 2,864.09
EFTPS	FED/FICA TAX	\$ 2,743.97
HEARTLAND COOP	SHOP LP/WA SHED	\$ 1,080.66
IFMCV	LEGAL FEES & REIMBURSABLES PER	\$ 3,000.00
IMFOA	IMFOA 15/16 DUES	\$ 40.00
IOWA LIBRARY ASSOCIATION	2015 MEMBERSHIP DUES	\$ 80.00
IOWA ONE CALL	FAXES	\$ 4.50
IPERS	IPERS	\$ 1,718.17
JESTER INSURANCE SERVICE	HUMVEE INS	\$ 178.00
KIMBERLY KNAPP	1 YR WEBSITE HOSTING FEE	\$ 120.00
LIBRARY & EDUCATIONAL SERVICES	AUDIO BOOKS & BOOKS	\$ 108.82
LOWE'S	REC COMPLEX CONCRETE	\$ 84.15
MATHESON TRI GAS INC	OXYGEN	\$ 34.76
MATT PARROTT/STOREY KENWORTHY	W2S AND RELATED FORMS	\$ 75.05
MIDAMERICAN ENERGY	GAS/ELEC	\$ 2,537.20
OFFICE DEPOT	FOLDERS, TAPE, LABELS	\$ 47.91
OGDEN PUBLICATIONS	GRIT SUBSCRIPTION X 1 YR	\$ 16.95
SOUTHERN IA COUNCIL OF GOV	MEBERSHIP FY 2016	\$ 1,981.20
SQUARE, INC	CREDIT CARD ACCEPTANCE FEE	\$ 44.46
STIVERS FORD	REPAIRS RESCUE UNIT 842	\$ 1,236.16
TASTE OF HOME	COOKBOOK	\$ 30.98
THE HARTFORD	EMPLOYEE LIFE/DIS INS	\$ 191.43
TREAS - ST OF IA SALES TX	QUARTERLY SALES TAX OCT-DEC 14	\$ 2,238.00
TREAS - STATE OF IOWA W/H	STATE TAX	\$ 541.00
ULTRAMAX	AMMUNITION	\$ 257.60
US POSTMASTER	JAN UT BILLS/NEWSLETTERS	\$ 196.80
VEENSTRA & KIMM INC	WA TREATMENT/IMPROVEMENTS	\$ 346.90
VERIZON WIRELESS	CELL PHONE CHARGES	\$ 383.11
VERIZON WIRELESS	PD CELL PHONE	\$ 383.47
WASTE CONNECTIONS	GARBAGE SERVICES	\$ 6,452.52
WELLMARK	EMPLOYEE HEALTH INS	\$ 3,821.79
WELLS FARGO CC	LIB MATERIALS	\$ 179.52
	***** REPORT TOTAL *****	\$ 49,285.82

c. December Financial Statements/Quarterly Investment Report.

FUND	RECEIVED	DISBURSED
GENERAL	25,048.52	36,908.67

LIBRARY TECHNOLOGY FUND	0.01	0.00
FARMERS MARKET	190.00	165.60
ROAD USE TAX	7,632.63	8,011.96
EMPLOYEE BENEFITS	3,215.52	4,862.86
EMERGENCY FUND	278.09	0.00
TIF-CR ESTATE	0.00	48,372.96
TIF-WH PINES SUBDIVISIO	181.38	0.00
TIF-POLK CO. BANK	0.00	7,106.24
TIF ORIGINAL (420-844)	-763.14	0.00
PARK TRUST FUND	0.14	0.00
LIBRARY TRUST FUND	0.17	6,287.08
VM COMMUNITY BETTERMENT	0.00	50.00
REC CAPITAL FUND	0.00	2,800.00
DEBT SERVICE	2,555.19	9,310.00
WATER	18,189.22	13,810.47
SEWER	11,899.76	13,356.58
*****REPORT TOTAL*****	68,427.49	151,042.42

- d. Annual Appointments:
 - i. City Administrator – Jake Anderson
 - ii. City Clerk – Liz Thompson
 - iii. City Attorney – Erik Fisk, Whitfield & Eddy
 - iv. City Engineer – Bob Veenstra Jr., Veenstra & Kimm
 - v. Public Works Director – Dave Herman
 - vi. Public Safety Director/Police Chief – William Daggett
 - vii. Fire Chief – Jon Bruen
- e. An agreement for legal services with Dorsey & Whitney for proposed water system improvements financed through the Iowa Finance Authority and its State Revolving Fund.
- f. An agreement for professional services with Calhoun and Burns for required semi-annual bridge inspections.
- g. An agreement for the professional services with ISG Engineers and Architects for the development of construction drawings necessary to make alterations at 310 Mill Street and 505 Grant Street.
- h. Resolution #2015-1, “A resolution authorizing the expenditure of “Vehicle Inspection” funds for the repair, remodel, and furnishing of 505 Grant Street and 310 Mill Street.”
- i. Resolution #2015-2, “A Resolution to Participate in the Planning and Development Programs of the Southern Iowa Council of Governments.”

Lacy moved supported by Stump to adopt and approve Resolution #2015-3, “A Resolution Adopting the Revised Consent Agenda.” Passed unanimously.

- 9) Mayor Adams asked staff to present the proposed open records request policy. City Attorney Fisk explained that the policy is being presented and recommended as a measure to bring existing policy into alignment with current laws and best practices for administering open records requests. Lacy moved supported by Peterson to approve the policy as it was presented. Passed unanimously.
- 10) Mayor Adams asked staff to present the proposed site plan for the expansion of the facility at 527 Main Street owned by JBG Holdings/Integrated Sales. Anderson noted that the staff comments were limited to ensuring compliance with the setback requirements of the City’s zoning ordinance and that JBG Holdings/Integrated Sales was able to address the comments by submitting additional information and verified compliance. Anderson explained that the site plan was presented to the Planning and Zoning Commission in December

and that the Commission and staff are recommending approval to the City Council. Moved by Lacy supported by Peterson to approve the site plan as presented. Passed unanimously.

- 11) Mayor Adams asked staff to present the proposed 28E agreement with the Van Meter Community School District for the establishment of a School Resource Office Program. Public Safety Director Daggett explained that the agreement was a perfunctory agreement that formalized an existing working relationship between the Van Meter Police Department and the Van Meter Community School District. Lacy asked about the costs associated with the agreement. Daggett explained that the District would be required to provide a parking space but otherwise no consideration is made for the administration of the agreement. Sacker moved supported by Stump to approve the agreement as presented. On roll call the votes were as follows: Lacy – No; Sacker – Yes; Peterson – Yes; Stump – Yes. Motion passed.
- 12) Mayor Adams asked staff to present the proposed 28E agreement with the City of Waukee for the establishment of a line of demarcation between the communities and for the cooperative planning of harmonious development of the property between the two cities. City Administrator Anderson noted that the agreement shares commonalities with the agreement between Van Meter and West Des Moines and that the proposed agreement is scheduled to expire in 8 years at the same time that the agreement with West Des Moines expires. Mayor Adams opened the public hearing, hearing no public comment and having received none in writing Mayor Adams closed the public hearing and asked for a motion. Lacy moved supported by Sacker to approve the 28E agreement for an annexation moratorium with the City of Waukee as presented. Passed unanimously.

13) Department/Committee Reports

Lacy reported on the activities of the Van Meter Community Development Corporation.

- 14) Having no further business Mayor Adams asked for a motion to adjourn. Moved by Peterson supported by Lacy. Passed unanimously.

_____ Allan B. Adams, Mayor

ATTEST _____ Liz Thompson, City Clerk